



# Supervisor BWC Training



San Diego County Sheriff's Department  
Video Analysis Unit

# Supervisor BWC Review

- BWC P&P Review
- Commander Program Supervisor Responsibilities
- BWC troubleshooting/FAQs/Resources
  - Handouts: Supervisor Commander Reference Guide and  
Frequently Asked Questions Document



# BWC P&P Review

- You can review your own BWC videos for writing reports and prior to any interview
- Document the viewing of your video in the narrative of your report
- Can only review another deputies' videos to write a report with supervisor permission



# BWC P&P Review

Should circumstances require the immediate retrieval of a digital recording (e.g., department shootings and department involved accidents with serious injury), a supervisor **shall** ensure that the BWC system is secured and maintain chain of custody.

*-Following a safety statement, the on-scene sergeant will collect the BWC system of any involved deputies for the investigators.*



# BWC P&P Review

“Deputies/community service officers are not required to give notice that they are recording, whether in public areas or private residences. However, if asked, the deputy/community service officer may advise citizens they are being recorded.

When recording interviews, employees shall ensure they record any admonishments prior to the start of an interview.

Deputies and Sheriff's supervisors involved in an administrative investigation of a complaint against a member of the Sheriff's Department must inform complainants and witnesses they are being recorded.” –SDSO P&P

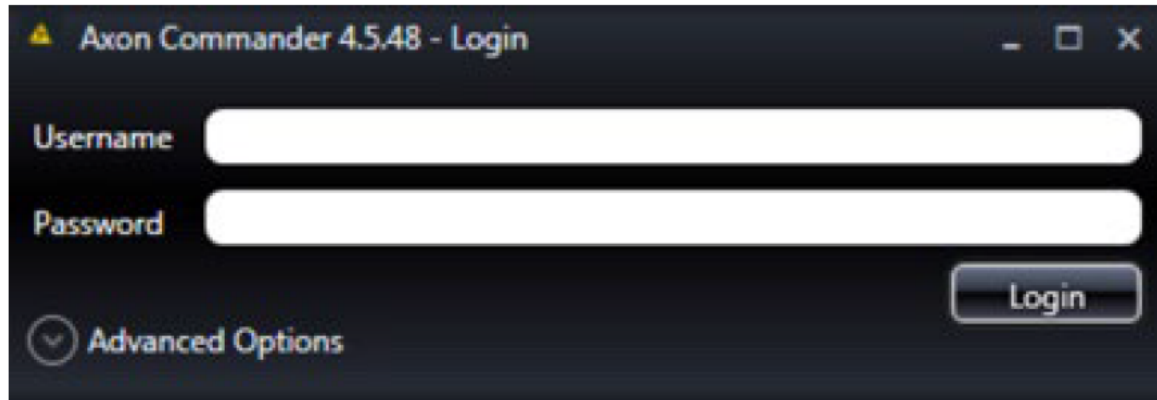


# Commander Program Supervisor Responsibilities

- Assigning BWCs to deputies
- Tagging Case numbers for videos associated with Arrest Reports for 148 PC and 69 PC
- Sharing BWC video for 148 PC and 69 PC Arrests to the DA
- Adding/changing users to a BWC video
- Detective Sgt. decide work flow for CN tags and DA Sharing for arrest reports



# Launching Commander



- Launch Commander from Shortcut Icon on Desktop
- Commander Client Login screen appears
- Type in your Username and Password
- This will be your Sheriff's Desktop username and password

\*\*\*If you are receiving error messages, restart computer\*\*\*



# Assigning Cameras

1. Click the arrow symbol by your name in top right corner and then click **'Administration'**
2. A Management box will appear, select **'Devices'** on the left side
3. Enter the serial number of the BWC you are assigning in the serial number field and click 'Select'
4. Select 'Search' on the upper right side of the management box
5. Below the search fields you will see the serial number and BWC information appear
6. Click on the blue link below the section titled 'Assigned To'
7. A text box will appear. In the 'Find' search field, search for the name of the deputy you wish to assign the BWC to and click 'Select'
8. **Once you have assigned the camera, remove and re-dock**





# Assigning Cameras

The screenshot displays the AXON Commander 4.14.8 web interface. On the left is a navigation sidebar with search and filter options. The main content area shows the 'Administration' window, which includes a 'Device Search' section with filters for Serial Number, Device Name, Assigned To, and Model. Below the search filters is a table listing various devices.

Model	Serial No.	Device Name	Last Upload	Assigned To	Firmware
Acen Body 2	X31003614		2017-08-15 18:30...	Unassigned	0.10.203
Acen Body 2	X31280194	EC CRT_POOL	2018-09-05 13:12...	Unassigned	1.14.12
Acen Body 2	X31275802	SB CRT_POOL		Unassigned	1.14.12
Acen Flex 2 Co...	X34038920			Unassigned	0.3.23
Acen Flex 2 Co...	X34068852			Unassigned	0.3.23
Acen Flex 2 Co...	X34077690			Unassigned	0.3.23
Acen Flex 2 Co...	X34038017			Unassigned	0.3.23
Acen Flex 2 Co...	X34038183			Unassigned	0.3.23
Acen Flex 2 Co...	X34038920			Unassigned	0.3.23
Acen Body 2	X31177665	DT CRT_POOL	2018-06-27 15:59...	Unassigned	1.14.12
Acen Flex 2 Co...	X34029409			Unassigned	0.3.23
Acen Body 2	X31162331			Unassigned	1.0.149
Acen Flex 2	X30369220			Unassigned	1.11.16
Acen Body 2	X31034248		2018-07-10 02:55...	Unassigned	1.14.12
Acen Body 2	X31277316			Unassigned	1.14.12
Acen Flex 2	X3054104			Unassigned	1.11.16

1451 records found



# Assigning Cameras

**AXON Commander 4.14.8**

Welcome, Justin Cole  
User Device Settings | Administration

**Assets**  
View: | Sort results by: | Results per page: 25

**September, 2018 [3]**

**Administration**

**Devices**

**Device Search**

Serial Number: X81203343 Device Name: Assigned To: Model: Search

Last Upload From: Last Upload To:

Model	Serial No.	Device Name	Last Upload	Assigned To	Firmware
Axon Body 2	X81203343		2018/09/05 15:27	<a href="#">Cole, Justin (SDSHERIFF.CO...)</a>	1.14.12

1 records found  
Showing 1 - 50 of 665 item(s)

Search for: malson  
Search results: 665 asset(s) found.

Verify Export Convert Burn Report Tag

6:46 AM 9/6/2018



# Tagging

1. Highlight the file in the Results Pane
2. Right-click on the file and click 'Tag' or click 'Tag' at the bottom of the Results Pane or in Commander Client Player
3. Click 'Add'
4. In the 'Tag' drop down, select a tag type (Event number, Misc, NetRMS Case number, etc.)
5. In the 'Value' box, enter the number or item to tag
6. Click 'OK' and then 'Apply'



# Tagging

The screenshot displays the AXON Commander 4.5.1.4 interface. On the left is a sidebar with search and filter options. The main area shows a list of video assets. A 'Tags' dialog box is open in the center, allowing a user to assign tags to a selected asset.

**Search and Filter Sidebar:**

- Search: [Search bar]
- Search only through my files
- Require exact word matches
- Geo-fence
- Time and Date: Any time, Last 90 days, Range
- Filters: All Files, Folders, Bookmarks, Cabinets, Areas, Users, Sources, Tags, Servers

**Assets List:**

Thumbnail	Title	Username	Extension	Server	Start Time	Duration	Area	Source
[Image]	Warrants		MP4	SDSO PROD	2016-04-06 14:53:30	05:21	taser body cam 2	X81002942
[Image]	X78031872-clip0442.mp4		MP4	SDSO PROD	2016-04-06 13:38:54	01:48	taser axon lxclie	X78031872
[Image]	WMA yelling In Bathroom		MP4	SDSO PROD	2016-04-06 10:26:30	06:00	taser body cam 2	X81001637-1086849027
[Image]	X78031872-clip0439.mp4		MP4	SDSO PROD	2016-04-06 09:33:55	01:34	taser axon lxclie	X78031872
[Image]	Tro		MP4	SDSO PROD	2016-04-06 07:50:44	02:38	taser body cam 2	X81001584
[Image]	X81003234-1086849026		MP4	SDSO PROD	2016-04-06 01:22:54	02:38	taser body cam 2	X81001936
[Image]	X81002843-1086849025		MP4	SDSO PROD	2016-04-05 22:37:51	07:41	taser body cam 2	X81002942

**Tags Dialog Box:**

Tag	Value
Case ID	E3268745
Category	CONTACT ONLY - NO ACTION

Buttons: Add, Remove, OK, Close, Apply

**Bottom Bar:** March 2016 [1] | First | 1 | Last | Showing 1 - 31 of 31 items | Verify | Export | Convert | Burn | Report | Tag



# Tagging

The screenshot displays the AXON Commander web interface. On the left is a sidebar with navigation options: Search, Geo-fence, Time and Date, and Filters. The main area shows a list of video assets with details like Title, Username, Start Time, Area, Extension, Duration, and Source. A 'Tags' dialog box is open, showing a table with columns 'Tag' and 'Value'. The table contains one entry: 'Case ID' with the value 'E3268745'. Below the table, there is a section for 'Add tag' with a dropdown menu and a text input field. At the bottom of the dialog, there are buttons for 'OK', 'Cancel', 'Add', 'Remove', 'Close', and 'Apply'. The interface also includes a search bar at the top left, a welcome message at the top right, and a status bar at the bottom showing 'Showing 1 - 31 of 31 items'.

AXON Commander

Welcome, Alexander Rati  
Import Management

Search

Search only through my files  
Require exact word matches

Geo-fence

Time and Date  
Any time Last 00 days Range

Filters  
All Files Folders  
Bookmarks Cabinets  
Areas Users  
Sources Tags  
Servers

Assets

View Sort results by Results per page

Title: Warrants  
Username:  
Start Time: 2016-04-06 14:53:30  
Area: taser body cam 2  
Extension: MP4  
Duration: 05:21  
Server: SDO PROD  
Source: taser body cam 2 - X81002942

Title: X78031872-clip0442.mp4  
Username:  
Start Time: 2016-04-06 13:38:  
Area: taser axon lxcie

Title: WMA yelling in Bathroom  
Username:  
Start Time: 2016-04-06 10:26:  
Area: taser body cam 2

Title: X78031872-clip0440.mp4  
Username:  
Start Time: 2016-04-06 10:36:04  
Area: taser axon lxcie

Title: X81001637-1086849027  
Username:  
Start Time: 2016-04-06 09:53:25  
Area: taser body cam 2

Title: Tro  
Username:  
Start Time: 2016-04-06 08:14:13  
Area: taser body cam 2

Title: X81003234-1086849026  
Username:  
Start Time: 2016-04-06 02:01:54  
Area: taser body cam 2

Title: X81002843-1086849025  
Username:  
Start Time: 2016-04-05 22:37:51  
Area: taser body cam 2

Title: X78023035-clip0190.mp4  
Username:  
Start Time: 2016-04-06 14:53:40  
Area: taser axon lxcie

Title: X78031872-clip0440.mp4  
Username:  
Start Time: 2016-04-06 10:36:04  
Area: taser axon lxcie

Title: X81001637-1086849027  
Username:  
Start Time: 2016-04-06 09:53:25  
Area: taser body cam 2

Title: Every Bill Dispute  
Username:  
Start Time: 2016-04-06 02:01:54  
Area: taser body cam 2

Title: X81002992-1086849026  
Username:  
Start Time: 2016-04-06 00:04:41  
Area: taser body cam 2

Title: X81001584  
Username:  
Start Time: 2016-04-06 02:01:54  
Area: taser body cam 2

Title: X81001936  
Username:  
Start Time: 2016-04-06 02:01:54  
Area: taser body cam 2

Title: X81002992  
Username:  
Start Time: 2016-04-06 00:04:41  
Area: taser body cam 2

Tags

Tag	Value
Case ID	E3268745
Category	CONTACT ONLY - NO ACTION

Add tag

Tag:  
Value: Please select a tag.

OK Cancel

Add Remove

OK Close Apply

March, 2016 [1]

First 1 Last

Showing 1 - 31 of 31 items

Verify Export Convert Burn Report Tag

Search results: 31 asset(s) found

7.08.17.05 10.4.1.4 W:\SDO\2.770M VM-577M-7L-100



# Sharing BWC video to DA's Office

- Select/highlight the videos you wish to send
- Right-click on the file(s) and click 'Tag' or click 'Tag' at the bottom of the Results Pane or in Commander Client Player
- Select 'Add' (Tag box will appear)
- Ensure there is a NetRMS Case Number 'tag' applied
- Tag: 'Share'
- Value section 'DA' Once this tag is applied copies of the videos will be sent to a "bucket" which the DA has access to

\*\*\*Tagging Order Matters\*\*\*



# Sharing BWC video to the DA's Office

AXON Commander

Welcome, Juliet Dias  
[Import](#) [Management](#)

Search

☐ Search only through my files  
☐ Require exact word matches

Geo-fence

Time and Date  
☒ Any time ☐ Last 90 days ☐ Range

Filters

- All Files
- Bookmarks
- Areas
- Sources
- Servers
- Folders
- Cabinets
- Users
- Tags

Assets

View | Sort results by | Results per page

April, 2016 [24]

2016-04-07 11:45:00 6m MP4  
X78005169-clip0350.mp4

2016-04-07 11:34:20 9m30s MP4  
X78005169-clip0351.mp4

2016-04-07 10:31:30 10m34s MP4

2016-04-07 10:31:18 10m10s MP4

2016-04-07 07:14:44 7m10s MP4

2016-04-07 01:21:14 5m41s MP4

2016-04-07 01:19:46 1m48s MP4

happy

ATC

2016-04-06 15:02:21 3m17s MP4

2016-04-06 14:53:30 5m21s MP4

Warrants

2016-04-06 14:33:40 2m2s MP4

2016-04-06 10:01:54 10m23s MP4

78023035-clip0190.mp4

2016-04-06 08:14:13 1m34s MP4

2016-04-06 07:50:44 2m19s MP4

Tro

415c Delivery Bill Dispute

2016-04-06 13:36:44 46s MP4  
X78031872-clip0442.mp4

2016-04-06 01:22:47 6m8s MP4  
X81003234-1085849026

2016-04-06 01:22:47 6m8s MP4  
X81002992-1085849026

Tags

Tag	Value
Case ID	E3272241
Category	CONTACT ONLY - NO ACTION

Add tag

Tag: Share

Value: DA

OK Cancel

First 1 Last

Showing 1 - 24 of 24 items

Verify Export Convert Burn Report Tag

Search results: 24 asset(s) found.

T:13:50:24 V:40:14 W:140M P:239M VM:407M TH:125K



# Adding a User

- Sergeants can give permission for one deputy to view another deputy's video for a law enforcement purpose (i.e. writing a report, completing an SO-120)
- Deputies do not have access to other deputy's videos (detectives, supervisors, other investigators do)
- To grant a deputy access to another deputy's video you must add a user



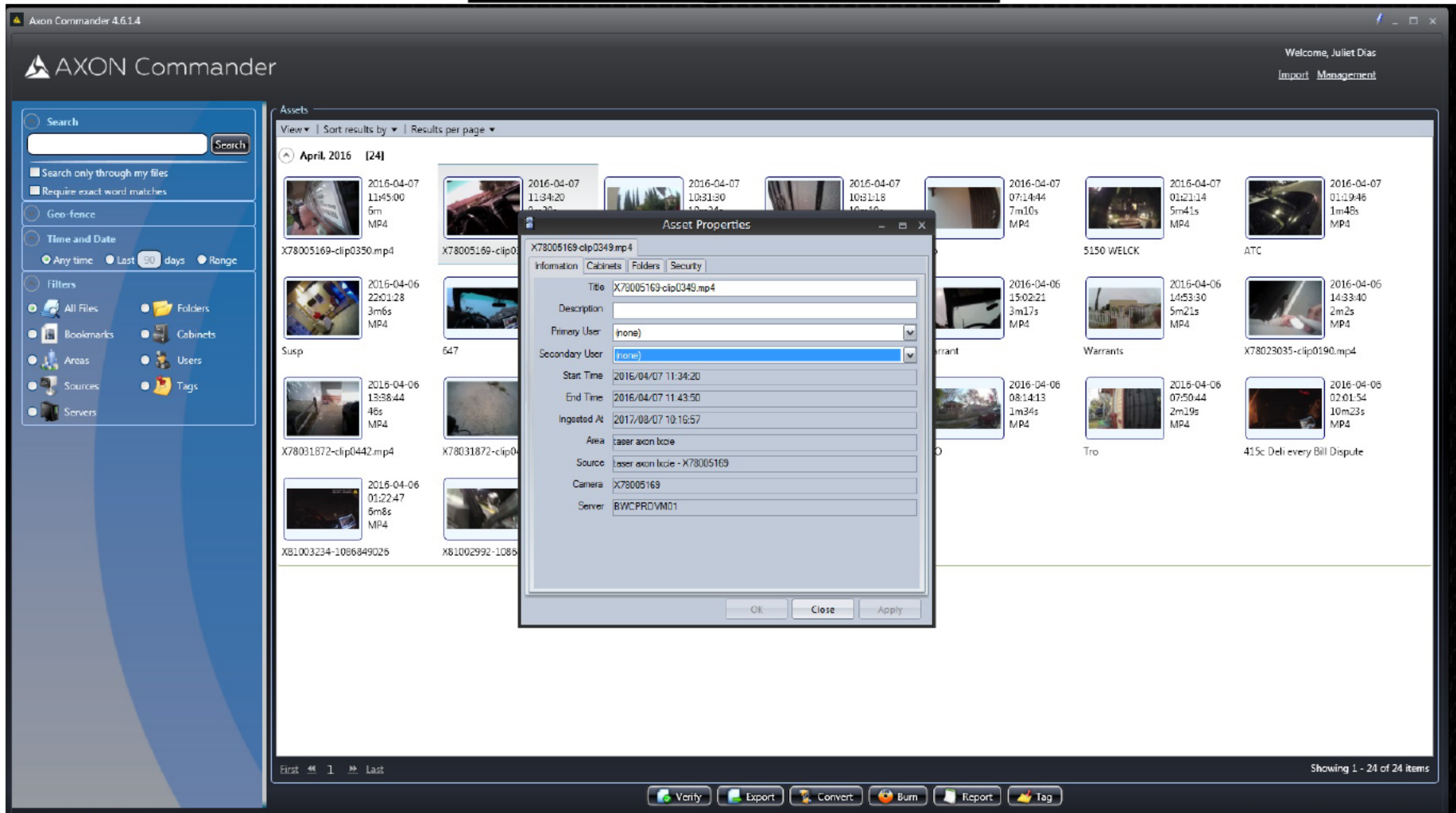


# Adding a User

1. Highlight the desired file(s)
2. Right Click and select 'Properties'
3. The Properties window will appear with a drop down for Primary and Secondary User
4. The primary user should have the user that made the recording
5. In the secondary user field, find the user you wish to grant access to the file(s)
6. Once the secondary user has completed viewing and no longer needs access you can remove them from secondary user field and return to "None"



# Adding a User



# BWC troubleshooting/FAQs/Resources

- Commander errors-Restart Computer
- Sheriff's Intranet Page→Resources→Video Analysis Unit
- Handouts
  - Supervisor Commander Reference Guide
  - FAQs



# Video Analysis Unit

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Cpl. Juliet Dias

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